



Course Description

CONTINUITY OF OPERATIONS PLANNING (COOP)

Description

This is the delivery for the Continuity of Operations Planning course developed by the NYS Office of Emergency Management. This course will provide instruction on using a sound planning process, and provide an in-depth understanding of continuity planning to ensure the continuance of mission essential functions. Participants will be provided with several new planning tools and resources that will apply to supporting COOP efforts on an agency specific or jurisdiction-wide platform. Participants will be exposed to a variety of COOP elements, incorporating the best core concepts of both the public and private sector. This course will run approximately two (2) full days.

Course Curriculum and Topics:

New York State's planning guidance on Continuity of Operations and Business Continuity Planning, Federal planning guidance, NFPA 1600, and several private sector standards (BS-25777, NIST, FFIEC).

Prerequisites

At a minimum, participants must have completed the FEMA Independent Study (IS) course IS 1300 - *Introduction to Continuity of Operations* Course to enhance the learning experience. The course is available at the link below:

<https://training.fema.gov/is/courseoverview.aspx?code=IS-1300>

Length:

16 Hours

Target Audience:

The course is being delivered for all state, local, and tribal territories in developing a continuity of operations plan and program. Personnel who are assigned to lead or support the development of a COOP for their agency or organization should attend. Effort will be made to accommodate more than one person from each agency based on availability.

Cost:

There is no fee for the course. Other cost considerations are detailed in each LMS course offering.

Signup Details:

Register through the New York State DHSES Learning Management System. Access the LMS through the link on the calendar webpage.